

**THE NORTH HAVEN BOARD OF EDUCATION
5 LINSLEY STREET
NORTH HAVEN, CONNECTICUT**

MINUTES

Date: November 19, 2013
7:10 p.m.

THIS MEETING WILL TAKE PLACE AT NORTH HAVEN MIDDLE SCHOOL, 55 BAILEY ROAD, NORTH HAVEN, CT 06473

Attendance at this REGULAR Meeting: Anita Anderson, Carole Franceschet, Bryan Bogen, Jennifer Caldwell, Matthew Kerzner, Randi Petersen and Robert D. Cronin, Ph.D., Superintendent of Schools, Melinda McKenna, Director of Curriculum and Instruction, and Kristine Carline, Director of Finance.

Absent: Alicia Clapp, Goldie Adele, and Wesley O'Brien

Attendance at this REGULAR Meeting:

1. Consent Agenda

- a. Approval of the Minutes of October 10, 2013

Moved: to approve the items in the Consent Agenda

Approved

MOVED: Matthew Kerzner
SECOND: Carole Franceschett
AYE: 6
NAY: 0
ABSTAIN: 0

Items Removed from Consent Agenda:

2. Chairman's Report

Mrs. Anderson reported the following:

- Mrs. Anderson welcomed Susan Bass, 6-12 Language Arts Coordinator and Jennifer Flood, K-5 Language Arts Coordinator, who will be speaking to the Board about their focus of the work in the district in the area of Language Arts this evening.
- Thanked the Middle School Administrators for hosting tonight's meeting.
- Reported that there has been continued discussion with Mr. Freda as well as the Chief McLaughlin regarding increased school security and the possibility of hiring two retired police officers to patrol the middle school and elementary schools.

3. Director of Curriculum and Instruction Report

Mrs. McKenna reported the following:

- Over the next few months Mrs. McKenna will be inviting different program coordinators to present to the Board of Education.

In November Language Arts Department Coordinator presented to the Board, December will be the Math Department Program Coordinator's presentation, and in January there will be a presentation by the Social Studies Program Coordinator. This will continue throughout the year, including all of the other departments such as art, music, world language, and physical education.

- In December Dr. Cronin and Mrs. McKenna will be sharing performance reports for the district in each of the schools. These are called District Performance Indexes and School Performance Indexes. These take the place of the former No Child Left Behind.
- Mrs. McKenna attended a training session around Smarter Balance Assessment given by the State Department of Education. In the Spring, all 3rd-8th grade students and 11th grade students will be taking tests. This year's test will be a field test, to give information to the test makers. The State has

not said what data they will give districts back from that. North Haven needed to give the state, roughly, what our testing windows will be. North Haven will be asked to submit a three week testing period between March 18-June 16, 2014. Mrs. McKenna stated she signed North Haven up for the first testing window of March 18, 2014 to begin.

- North Haven submitted the Perkins grant to the State, and we are waiting to hear back from the State and receive our allocation.
- The state department will offer a Partnership Grant in Math and Science. North Haven will join a consortium for writing the application for these grants. We will be able to send four to six teachers for training. North Haven will partner with other institutions, such as Quinnipiac University, Yale, and the University of New Haven. The Goal will be for upper level grades 6-12 math and science. Patti White, Science Program Coordinator, and Tracey Romberg, 9-12 Math Program Coordinator, are working closely on this partnership.
- Each elementary school is hosting a literacy night

Sue Bass and Jennifer Flood gave their presentations regarding the Language Arts program in North Haven. They focused on literacy changes, aligning literacy practice, professional development, and literacy priorities for 2013-2014.

4. Report of Standing Committees

a. Policy Committee

Mrs. Caldwell gave an overview to the Board of the policy committee review and the process that will need to happen during the process of reviewing the new policies made, including reviewing what has been approved (By Laws).

Mrs. Caldwell stated there have been several Policy meetings, including October 21, November 4, and November 19, 2013.

At the October 21st meeting the following was discussed:

- Organized table of contents for series 0000. Reviewed and updated core beliefs, goals, mission and vision. Dr. Cronin will get input from administrators. Jennifer Caldwell will update documents and pass on to committee members for review.
- Discussed structure and agenda for advisory committee for parents/staff, community members and students.
- Reviewed information and structure of meeting with booster clubs and parent organizations.
- Looked at organization of community relations series. Jennifer Caldwell will update table of contents to include additions and deletions from series. Committee will review at the next meeting.
- Work on administration series tabled until next meeting.

At the November 4th meeting the following was discussed:

- Reviewed Booster club and parent organization meeting-policy needs further revision
- Planned for future meetings.

At the November 18th meeting the following was discussed:

- Discussed booster club/parent organization policy. Recommend discussion among full board in order to complete draft. Will present draft policy to board at November meeting and request input at the December meeting.
- Planned a discussion for next advisory committee. Will be looking for input on community relations section of the policy manual.
- Began review of administrative policies-Jennifer Caldwell will send out list of policies for review with questions/comments for policy committee members to review.
- In planning for next committee meeting, members recommended review of purpose of policy committee, policy revision process, changes made in by-laws and purpose of advisory committee with full board at November meeting.

The next Policy meeting will be December 9, 2013 at 5:30 p.m.

b. Finance and Operations

1. Director of Finance and Operation's Report

Mrs. Carling reported that North Haven was granted \$199,000 grant from the government to upgrade our technology. These upgrades will enable North Haven to get the technology throughout the district to be used for student testing for the Common Core. Mrs. Carling stated that in addition, the upgrades will enable North Haven to meet the testing requirements for the Next Generation of the Smarter Balance. Some other upgrades will include getting wireless at the elementary schools, and upgrading our infrastructure.

Mrs. Carling reported that an additional amount of money was granted to North Haven for the security grant totaling \$ 75,637. Mrs. Carling stated that there will be another grant available to apply for some time next year.

Mrs. Carling reported there is a projected deficit of \$1.3 million, which relates to out of district tuition. Mrs. Carling stated North Haven gets grant money from the state, but doesn't get it until February, therefore showing that deficit. Mrs. Carling stated that she expects the state money to cover that deficit; this is an area that needs to be monitored all year long. Mrs. Carling reported that she and Dana Corriveau, Director of Student Services meet every week, monitoring this situation.

Mrs. Carling updated the Board regarding the Breakfast program. Continual meetings with Chartwells showed that the breakfast program has increased significantly in October. Mrs. Carling stated that she will continue to meet with Chartwells and report on that progress throughout the year.

2. Approval of the 2013-2014 Monthly Financial Report

Moved: to approve the 2013-2014 Monthly Financial Report

Approved

MOVED:	Bryan Bogen
SECOND:	Matthew Kerzner
AYE:	6
NAY:	0
ABSTAIN:	0

c. Personnel

1. Approval of a leave of absence for Maria Volpe for the remainder of the 2013-2014 school year.

Moved: to approve a leave of absence for Maria Volpe for the remainder of the 2013-2014 school year

Approved

MOVED: Bryan Bogen
SECOND: Carole Franceschet
AYE: 6
NAY: 0
ABSTAIN: 0

2. Approval of the NHEA Sick Leave Bank

Moved: to approve the NHEA Sick Leave

Approved

MOVED: Matthew Kerzner
SECOND: Jennifer Caldwell
AYE: 6
NAY: 0
ABSTAIN: 0

3. Approval of Winter Coaches

Moved: to approve the Winter Coaches

Approved

MOVED: Jennifer Caldwell
SECOND: Carole Franceschet
AYE: 6
NAY: 0
ABSTAIN: 0

d. Curriculum, Instruction and Planning

1. Approval of Ridge Road and Green Acres Natures' Classroom Field trip April 28, 2014-May 2, 2014

Moved: to approve the Ridge Road and Green Acres Nature's Classroom Field Trip April 28, 2014-May 2, 2014

Approved

MOVED: Bryan Bogen
SECOND: Matthew Kerzner
AYE: 6
NAY: 0
ABSTAIN: 0

Mrs. Franceschet stated that Mrs. McKenna covered much of Curriculum, Instruction and Planning meeting under her report. Mrs. Franceschet reported that Curriculum, Instruction and Planning did meet on November 4, 2014. The committee met at Ridge Road School this month. She stated the purpose of meeting at Ridge Road was to observe Math in Focus, our new math program. Mrs. Franceschet reported that the committee was greeted by Mrs. Peters-Durrigan and Paul Castiglione, the K-5 Math Program Coordinator. She also reported they gave the committee a tour and got to visit a Kindergarten class, a Grade3-4 ID classroom, and a Grade 5 classroom.

They observed the students and teachers, who were all very focused and doing wonderful work. Mrs. Franceschet reported that the Committee made tentative plans to visit writing classes in January.

The next Curriculum, Instruction and Planning meeting is scheduled for Monday December 2, 2013 at 9:30 a.m. at Central Office.

5. ACES – No report

6. North Haven PTA Council

- The PTA Council met on **Monday, October 23, 2013** at 7 pm, at the North Haven High School library.
- **Treasurer's Report**
The financial statement was presented and with the monies, the PTA discussed choosing an event that would involve and benefit all the schools in town. A suggestion for a program centering on the issue of bullying was suggested by one of the council members.
- **School Reports**

All schools reported successful Open Houses.

High School: There will be two Student Council representatives at PTA Council meetings. Spirit Days have begun. (Oct.-Monster Mash) Parent/Teacher Conferences were coming up.

Middle School: A PTA table had been set up at the Orientation encouraging parent membership and giving background knowledge regarding the role of the PTA in North Haven. Fund raisers are underway.

Green Acres/Montowese/Ridge Road: Fund raisers are underway in the elementary schools. Family Fun nights at each of the school are promoting family partnering with the schools. Montowese School is working on a memorial in honor of Matthew Jakes. Ridge Road talked about the success of their "Men's Bake Off" night. Green Acres shared their Newsletter that goes home to keep parents informed regarding school happenings. Sign up at Big Y, Target, and Stop and Shop earn points for the schools. Monies from this endeavor would be put towards the PTSA Scholarship.

Old News:

1. Adopt-A-School

These are some events that happened district wide this past month:

- North Haven High School play was a huge success
- Clintonville Elementary School held their Holiday Bazaar
- Montowese Elementary School held their Holiday Bazaar
- Ridge Road Elementary School's Holiday Bazaar is December 7th

7. Enrollment

8. Superintendent's Report

Dr. Cronin reported the following:

- Middle School Building committee meets every other week. The Building Committee took a tour of the Middle School. They had representatives from a consulting firm, who participated in the facilities study, come in an answer any questions anyone might have. Dr. Cronin reported that the option to renovate Orchard Hill School is being taken off the table by the committee. So there are now only three options left. Dr. Cronin stated the Board needs to hold a Board Workshop to discuss and adopt the Ed Specs to select an architect. The Board of Education agreed that December 3rd they will conduct a Board Workshop at 6 p.m. at Central Office.
- District improvement plan will be put into effect, and Dr. Cronin will report back to the Board with progress mid-year and again at the end of the year.

9. Public Comments

- Cheri Gibson – commented on the ID Program at Ridge Road Elementary School
- Al Warren – commented on the by-laws and speaking to items not on the agenda, also wanted to know how many teachers are trained with the Heimlich Maneuver.
- Angelo Appi – commented on his concerns regarding school security.
- Nick Coppola – requested that the coordinators making presentations stay through the public comment portion of the meeting so the public can address any questions they may have.

10. Executive Session:

Moved: to go into executive session at 9:20 p.m.

Approved

MOVED: Matt Kerzner
SECOND: Jennifer Caldwell
AYE: 6
NAY: 0
ABSTAIN: 0

Back in public session: 10:30 p.m.

Mrs. Anderson, on behalf of the Board of Education thanked Carole Francescetti for her 5 years of service as a Board Member in North Haven.

11. Adjournment

Moved: to adjourn at 10:30 p.m.

Approved

MOVED: Matthew Kerzner
SECOND: Bryan Bogen
AYE: 6
NAY: 0
ABSTAIN: 0

Respectfully submitted,

Anita Anderson

Anita Anderson,
Chairman